

# Adopt-A-Road Program Overview

Adopt-A-Road (AAR) participants help to maintain sections of roadside within the County of San Luis Obispo's maintained road system. The AAR Program saves taxpayer money every year and provides a great opportunity to promote civic responsibility and community pride.

## **SAFETY IS OUR NUMBER ONE CONCERN**

Participants must realize that they will be working in a potentially hazardous environment and must agree to diligently follow all safety requirements. Failure to comply with safety requirements could result in an adoption's cancellation. Each volunteer group must designate a safety leader. Unless otherwise notified, the County considers the safety leaders to be the individuals who are listed on the adopter's AAR Permit Application. Group leaders must schedule and attend a safety orientation before beginning work.

## **WHAT IF THE SITE I WANT IS ALREADY ADOPTED?**

AAR sites are offered on a first-come, first-served basis. If the site you want is currently adopted, you can submit an AAR Permit Application to be placed on the site's waiting list. When an existing adopter gives up a site, it is offered to the first group on the waiting list. Applicants may be placed on the waiting list for more than one site.

## **HOW DO I GET STARTED?**

Before submitting an application, please visit the AAR Program's website at [www.slocounty.ca.gov/Departments/Public-Works/Services/Adopt-A-Road.aspx](http://www.slocounty.ca.gov/Departments/Public-Works/Services/Adopt-A-Road.aspx) and take the time to read some of the informational handouts available.

## **THE APPLICATION PROCESS**

- Choose the general location you would like to adopt.
- Contact the AAR Coordinator to discuss available adoption opportunities and select a specific site. Even though sign-related

documentation is not needed until a requested site becomes available, discuss your sign's design with the AAR Coordinator during this initial contact.

- Obtain and submit a completed Adopt-A-Road Permit Application, along with any applicable fees. Applications are available on the County website and from the AAR Coordinator.
- Wait for your AAR Encroachment Permit to arrive in the mail. This may take several weeks.
- Both the group safety leader and the alternate safety leader must schedule and attend a safety orientation with the AAR Coordinator before beginning work.

## **ADDITIONAL RESPONSIBILITIES FOR GROUP LEADERS**

Once adoption work begins, it is the legal responsibility of the safety leaders to ensure that all members of the group are able to work safely on any given day. Therefore, safety leaders must make sure that they and each member of their group understand and can conform to all the requirements listed in the AAR Permit Special Provisions.

### **The group leaders must:**

- Provide a comprehensive safety training session for all group members prior to working on the roadway.
- Repeat the group safety training session each year.
- Conduct a brief safety review each time the group goes out to work at the site.
- Provide the County at least three days' notice prior to each work event.
- Begin work within 30 calendar days of the permit's start date.
- Ensure that participants follow safety procedures while working.
- Notify the AAR Coordinator if there is a change in group leader or contact information.
- Notify the AAR Coordinator if you wish to cancel your adoption.

### Adopt-A-Road Checklist

- ☐ Decide on the general location you would like to adopt.
- ☐ Contact the Adopt-A-Road Coordinator to discuss available adoption opportunities and select a specific site.
- ☐ Complete and submit the Adopt-A-Road Permit Application. Upon application approval, an Encroachment Permit will be mailed to you.
- ☐ Coordinate your recognition sign details with the Adopt-A-Road Coordinator. Allow approximately one month for recognition panel placement.
- ☐ Schedule a safety orientation with the Adopt-A-Road Coordinator.
- ☐ Attend the safety orientation and collect your supplies.
- ☐ Abide by the provisions listed in your Encroachment Permit and enjoy participating in the Adopt-A-Road Program.

